

Appointment Type: Permanent
Working Time: Full Time
Reference Code: 20979 I (2)
Opening Date: 03/04/2010
Closing Date: 03/10/2010

Electronics Technician 4

\$3,869 - \$4,377 per month (Range 49G) Plus Great Benefits!!

Agency Information

The Department of Corrections is seeking a highly motivated and qualified individual to fill a vacant Electronics Technician 4 position located at the Washington State Penitentiary in Walla Walla, Washington.

Agency Profile:

The Department of Corrections, as a partner in the criminal justice system, enhances public safety, administers criminal sanctions and programs in accordance with the law, and provides leadership for the future of corrections in Washington State.

DOC offers:

- Hundreds of rewarding and exciting careers
- Flexible schedules
- Comprehensive compensation packages
- Training and development opportunities
- Tuition reimbursement available
- The fulfillment of public service

The agency mission is, "to improve public safety."

The Department consists of the Office of the Secretary, Prisons Division, Community Corrections Division, Government, Community Relations & Regulatory Compliance Division, Administrative Services Division, Offender Treatment & Re-Entry Programs Division and Health Services Department. The Department employs over 8,100 staff and has a biennial budget of approximately \$1.8 billion.

For additional information about the Department of Corrections, please visit www.doc.wa.gov.

Duties

Ensure all Security, Communications, and Electronic systems are in good working condition. Respond to emergency situations either during or after work hours in an expedient manner, maintaining good safety and security practices. Under the direction of the Electronics Technician Supervisor: conduct installations, modifications, troubleshooting, repairs, preventative maintenance, inspections, adjustments and testing of all electrical, electronic, and computer based electronic and electrical systems used in touch-screen control, logic relay controls, security surveillance, radio communication systems, lighting control, fence alarm, door access, locking and fire alarm systems, fire suppression systems, audio-visual systems and offender television system at Washington State Penitentiary. Installs, modifies, and maintains computer and related equipment.

Qualifications

Desirable Qualifications:

Five years of experience installing, maintaining or repairing electrical and/or electronic equipment to include at least one year of experience repairing and testing security and alarm surveillance equipment. Full time training in electrical engineering or electronics may be substituted, year for year, for a maximum of two years of the required experience, except for the one year of experience repairing and testing security and alarm surveillance equipment.

NOTE: Have an EL-06 (limited energy system) electrical license/certificate

Knowledge of: electronic circuit module applications; operating principles of electrical and electronic surveillance devices including transmitting and receiving equipment, radio and video; methods, tools, materials, meters, and test instruments used in installation, maintenance, repair, and modification of electronic equipment; Federal Communications Commission's Rules; availability of new commercial equipment. Ability to: read and understand electrical drawings, schematics, and sketches using electrical and electronic symbols; establish and maintain effective work methods and schedules; keep records; work independently in improvising necessary system components; train others.

Special Notes

Application Process:

In order to be considered for this position, you must complete the entire Application Wizard; however, completion of the Diversity Profile Questionnaire is optional. To ensure you complete the entire application, once in the Application Wizard, scroll to the right of the page and use the arrows to go to additional tabs. Remember to click on "Save" at the bottom of each tab to ensure your entries are saved. Be sure to also unlock your profile and keep your email address and other contact information current.

For further information about managing your application and profile, please refer to "Manage Your Job Applications and Profile" link from the www.careers.wa.gov homepage.

All Department of Corrections' employees are fingerprinted for a criminal history background check. Pre-employment process will include drug screening.

Employees work with offenders in a potentially hazardous setting. Please consider this when deciding whether to apply.

Tuberculosis is a priority health issue for Department of Corrections' employees. Periodic skin tests are required for all health care providers and those who transport known/suspected Tuberculosis patients. Testing is voluntary for all other employees. When positive tests result, further testing and treatment may also be required. Employment is not contingent upon test results.

All DOC facilities are smoke and/or tobacco free.

Other Information

Washington State Employees enjoy outstanding comprehensive benefits including health, dental, life and long-term disability insurance; vacation, sick, military, and civil leave; dependent care assistance program; employee advisory service; deferred compensation plans, education benefits program; 11 paid holidays, flexible work hours; training; and state retirement plans.

For more information please visit: <http://www.doc.wa.gov/jobs/benefitssummary.asp>.

CORE COMPETENCIES FOR ALL EMPLOYEES:

- Safety
- Treats Others with Respect and Courtesy
- Dependability
- Accountability
- Judgment and Problem Solving
- Leadership
- Communication
- Relationship Building
- Ethics and Integrity

For more information on these Core Competencies, please email aaponti@DOC1.WA.GOV.

LOCAL AND JOB SPECIFIC COMPETENCIES:

Observation - Observes and strategize personal action, based on environmental conditions and human behavior.

Technology - Learns and utilizes computer based applications in the performance of their job duties.

Stress Tolerance - Remains calm and rational while handling difficult situations to include, but not limited to, volatile, threatening or other crisis/emergency situations. Expertly intervenes in response to threats.

Professional Standards - Knows and applies related law, policy, procedure, and practice. Adheres to productivity standards and timelines established by law and policy. Identifies own training needs and proactively seeks training opportunities.

Adaptability - Incorporates new information into an existing framework of understanding. Accepts change and supports the Agency through changes in law, policy and procedure.

The State of Washington is an equal opportunity employer. Persons with a disability who need assistance in the application or testing process, or those needing this announcement in an alternative format, may call (360) 664-1960 or toll free (877) 664-1960 or Telecommunications Device for the Deaf (360) 664-6211. For questions about this recruitment call (509) 524-7643.

How to Apply

For job seekers who are not permanent state of Washington employees:

1. Go to <http://careers.wa.gov/SearchAndApply.htm>.
2. If you are a new user, click on Register Now under the heading: **New Users**. Complete the fields under the **Registration** page. Remember to read and confirm acceptance of the Data Privacy Statement under the **Data Privacy Statement** header. Click Register. You are encouraged to build your profile in the system by clicking Option 1: Build Resume Profile under the header **My Resume**. Returning users can log-in by clicking the Job Seekers Login button.
3. Click on Apply Directly under the heading **My Job Search and Applications**.
4. In the reference code field, enter NB00020979* and click on Start Search.
5. Click on the link Electronics Technician 4, Walla Walla, WA under the **Job Posting** column heading to view the complete announcement and apply.
6. Click through all the tabs along the top to complete your application and a questionnaire.
7. Attach your current resume through the **Attachments** tab.
8. Submit a cover letter summarizing how your knowledge, skills and abilities meet the minimum qualifications of this position under the **Cover Letter** tab.
9. Your application will not be submitted until you hit the **Submit** button under the **Send Application** tab. Make sure to review all your information as you will not be able to edit your application once it has been submitted.
10. If you would like to see the status of your application, click on View Profile and Application History Statuses and Scores under the **My Job Search and Application** column heading on the **External Job Seeker Start Page**. You will be able to view your questionnaire scores on this page, including the latest status of all your applications.

Help is available

- A users' guide for applying to jobs is available at <http://careers.wa.gov/help/>.
- If you need assistance applying for this job, please call DOP at (360) 664-1960 or 1-877-664-1960 or e-mail Information@dop.wa.gov.

